



May 31, 2018

FILED ELECTRONICALLY

The Honorable Jocelyn G. Boyd
Chief Clerk

South Carolina Public Service Commission

PO Drawer 11649
Columbia SC 29211

Attorneys at Law

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Florida
Louisiana
Mississippi
South Carolina
Tennessee
Texas
Washington, DC

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jack.pringle@arlaw.com

RE: Application of Moore Sewer, Incorporated for Adjustment of Rates and
Charges and Modification to Certain Terms and Conditions for the
Provision of Collection-Only Sewer Service
Docket No. 2016-384-S

Dear Jocelyn:

Enclosed for filing please find the contract documents that were designated
Hearing Exhibit Five during the hearing held on May 1, 2018.

By copy of this letter, I am serving counsel for the South Carolina Office of
Regulatory Staff.

With kind regards, I am

Yours truly,

s/ John J. Pringle, Jr.

John J. Pringle, Jr.

cc: Jenny Pittman, Esq. (via electronic mail service)
Ms. Janet Teichman (via electronic mail service)

MAINTENANCE RENTAL AGREEMENT

THIS IS A CONTRACT BETWEEN MR. WILLIAM TEICHMAN AND MOORE SEWER, INC.

MR. TEICHMAN IS TO MAINTAIN THE RIGHT-A-WAY TO PROVIDE ACCESS, AS NEEDED BY SPARTANBURG SANITARY SEWER, DUKE ENERGY, MOORE SEWER, INC., AND THEIR SUB-CONTRACTORS.

THIS INVOLVES:

CLEARING DOWNED TREES

TRIMMING TREES

CLEARING BRUSH

KEEPING THE LAWN MOWED ON THE RIGHT-A-WAYS AND LAND RIGHT-A-WAYS CIRCLE. IN AN EFFORT TO CONTROL THE QUANTITY OF WILDLIFE, AND PROVIDE ACCESS, TO MANHOLES, THE ELECTRIC POLE – SUPPLYING ELECTRIC TO THE MOORE SEWER FLOW METER, AND THE FLOW METER AND FLUME.

THE LOCATION FOR THIS SERVICE IS:

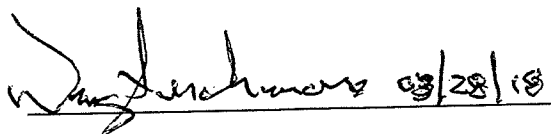
55 COUNTRYSIDE CIRCLE, MOORE, SC 29369 – 7.72 ACRES

1920 MARK CT., SPARTANBURG, SC 29301 - 5.82 ACRES

DUE TO STEEP HILLS AT 1920 MARK CT – RESCUE ANIMALS ARE ASSISTING .

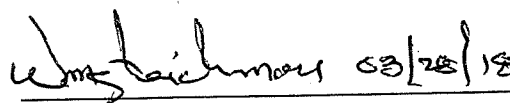
THIS CONTINUING CONTRACT SINCE 2003, AT THE RATE OF \$1600.00 PER MONTH, WILL CONTINUE UNTIL A WRITTEN TERMINATION NOTICE IS RECEIVED BY EITHER PARTY.

NOTE: NUMBER OF DAYS, AND HOURS, THESE SERVICES WILL BE PROVIDED AS HEALTH ALLOWS, AS WELL AS THE REQUIRED DUTY TO BE PERFORMED.

Handwritten signature of William Teichman in black ink, followed by the date 03/28/18.

WILLIAM TEICHMAN
LANDLORD

DATE:

Handwritten signature of William Teichman in black ink, followed by the date 03/28/18.

WILLIAM TEICHMAN
AS PRESIDENT OF MOORE SEWER, INC.

DATE:

BILLING SERVICES FOR MOORE SEWER, INC.

This is a contract between JANET T LLC and MOORE SEWER, INC. through which JANET T LLC will provide the following office duties considered to be part of the billing services for an agreed amount of \$3,367.00, per month. Due to the nature of this business, the days and hours worked will fluctuate, basically on call 7/24, and provide the appropriate service when requested, needed, scheduled, whatever it takes to get the job done.

Note: Billing Clerk / Office Manager / Facilities Manager is responsible for the cost and expenses of her personal vehicle. She has also purchased 2 laptop computers and 3 printers (1) commercial printer to print Moore Sewer, Inc. bills and termination of service letters (2nd) commercial printer as a back up, heavily used to print emails, copy bills paid, and notices to customers, the ORS, and DHEC. (monthly reporting). (3rd) also to print copies of bills, and notices sent to customers, the ORS, and DHEC. (monthly reporting).

New Customer – after depositing their deposit, create an account number, input customer information in billing program, enter deposit information and print a receipt for the customer, and mail to them with their first billing, and Moore Sewer records. Input customer (name, service address, account number, mostly money order (as requested) sometimes check # and when customer pays by cash – the cash receipt number, amount paid toward the deposit, deposit date and amount in the deposit spreadsheet, written and in the computer.

Mostly on a daily schedule, pick up mail at Post, pick up collections at ABC, rarely at Mr. Patel's Sai Mart. Process the payments received on the payment envelope – record payment on monthly customer report. Payments received from Mr. Patel are also recorded on sheets to accurately calculate Mr. Patel's monthly compensation.

Payments are usually deposited – either remotely or brought to one of the two banks – on Friday, unless customer requests a certain day of the week- last day of the month- Monday through Friday or Saturday morning - when cash is to be deposited.

Note: all deposit payments are deposited in a separate interest bearing account.

Copies are made of payments brought to a bank, copies can then be filed.

Bank accounts are monitored and balanced.

Shop for office supplies, (including the receipt books – Billing Clerk stamps each page “ Moore Sewer, Inc.” and brings book to the ABC Store) field supplies - mostly PVC Caps/Covers –bring and pick up items to and from the Printer (#9 and #10 envelopes – door hangers – billing paper for perforation – business cards)

Pay bills, on line, some by check and mailed, some paid by check and delivered.

Must follow closely, Customer Payment History – to prepare and deliver notices as required –

Termination of Service	by Certified Mail
Second and Final Notice	by Certified Mail
15 day Notices	typed notice on monthly billing
Extension of Sewer Service Notice	deliver doorhanger, and type notice on billing
Shut off Notice	deliver doorhanger, and type notice on billing

Note: Before disconnection of sewer service – try to collect payment.

BILLING SERVICES FOR MOORE SEWER, INC.

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Create a monthly adjustment sheet, and post - adding new customer information with appropriate charges.

Investigate and note customers that moved out or are going to move out of Linville Hills or Madera Village –new address – if and when possible- departure date – date sewer service was or is to be terminated, apply appropriate charges,

Compute final bill after closing the month and if their account was paid in full – refund deposit plus interest if appropriate- if a balance is due – apply the deposit and interest earned to the debt owed, then archive the customer account.

Note customers due interest on their deposits – credit their accounts in the billing month.

Adjust accounts according to information received from the customers during the month.

Record monthly occupancy adjustments, and sewer service adjustments to assist in the calculation of the number of customers in the Linville Hills Sub Division that should be billed their equal portion of the previous months Wastewater Treatment Charged to Moore Sewer, Inc. by Spartanburg Water.

Prepare the Billing Program for the new month billing – adjust dates – charges – post the adjustments.

Post customer payments – when close to the due date - print a report showing names and addresses

that paid. Review accounts that have not been paid – prepare and deliver Friendly Reminders

(doorhangers), place a business card in some door jams, call, knock, and text some of the customers – usually visit 60 to 90 houses.

On the 26th, after collecting, to the best of my ability, and posting all payments received by the 25th, calculate, post, and review each unpaid account to proceed to charge or excuse the \$18.00 Certified Fee (when a customer pays for 2 months in one, if a customer receives their monthly check on the 4th

Wednesday and pays Moore Sewer the same day, if a customer pays a large amount the previous month, etc.) The service charge is usually excused when a customer pays \$40 or more, in the previous month. Enter / type notes on many customer billings. List customer addresses due to receive Certified Mail – Termination of Sewer Service and Second and Final Notices – type of valve – or no valve.

Calculate and print a monthly report – adjust appropriately – print a final / corrected report, then print monthly billings. Verify Amount Now Due and notes are correct –make necessary adjustments – then print a copy of all billings – part of Company records.

Close monthly billing, prepare and print four copies of the Certified Notices,

(1) mailed to the customer, (1) included in the monthly package to ORS, (1) included in the monthly package to DHEC, (1) for Moore Sewer, Inc. records.

Write Certified Number, Customer Name, and Address in Postal book, Name and Address on Certified Mail Receipt, and same on the Return Receipt, fold each letter, place in a window #10 envelope and place proper postage.

Fold each billing, place in a #10 Window Envelope – with a #9 Company addressed return envelope.

Stamp, seal, and mail at the Main Post Office, in Spartanburg, at the same time as mailing the Certified Notices. Mail in time for customers to receive by or before the first day of the following month – allowing the customer to have the 25 day grace period.

BILLING SERVICES FOR MOORE SEWER, INC.

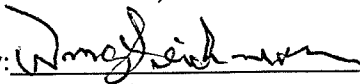
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Billing Clerk / Bookkeeper / Facilities Manager – Janet – also responsible for PSC of SC + ORS reporting, including a monthly package containing copies of notices mailed and hand delivered to the customers, mailed to ORS and DHEC. Preparing the Company records for the CPA to prepare the annual tax return, and the Annual Report since 2015

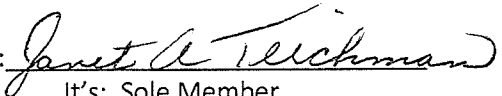
Billing Services also includes communication with Moore Sewer Customers. An answering service assists when necessary, calls upon Operation Drains of the Upstate, Inc. to clear clogs, and sends all messages to the Billing Clerk / Facilities Manager to respond.

Basically the Billing Services includes maintaining the Company records, taking and handling the Company calls, from the home office and in the field (in the Linville Hills and Madera Village Sub Divisions,) assisting customers, and working to keep the Moore Sewer System operating properly.

MOORE SEWER, INC.

By: 
It's: Shareholder
03/28/18

JANET T LLC

By: 
It's: Sole Member
03/28/18

FIELD SERVICES

This contract between JANET T LLC and MOORE SEWER, INC. ~~began January 1, 2015~~ through which JANET T LLC agreed to service the Moore Sewer, Inc. customers in the Linville Hills and Madera Village Sub Divisions.

The services provided are as follows:

Meet new customers

Describe services provided

Inform – regulated by the Public Service Commission of SC, ORS, DHEC

Request and wait for paperwork to be completed: (1) page – customer information; (2) page – payment plan agreement

Provide a Welcome Package and the Facilities Manager's business card.

Welcome Package contains:

Contact information

Charges

Billing and payment dates

Payment methods

The customers' responsibility to maintain the sewer system

Request to be the first called with a problem or a question

Collect a deposit

Reconnect the sewer system, when available and verify the system is operating properly, if the Moore Sewer line is clogged – call Operation Drains of the Upstate, Inc. to clear clog.

Copy, prepare, and then deposit the customers' deposit – the same day if possible.

Disconnect sewer service – when requested –when house is vacant- and 10 days after 2nd and final termination notice has been mailed – certified mail – for non-payment, or 15 day written notice.

Before disconnecting a sewer service, the Facilities Manager will usually make a final attempt to collect by delivering an Extension of Sewer Service Notice –stating an amount to pay by (date) at ABC by Quail Pointe Apartments – or sewer service will probably shut off by (date).

Reconnection of the sewer service – once payment has been received at Mr. Patel's ABC Store by Money Order.

Investigate and resolve customer back ups.

Replace broken and missing access port caps.

Check on the Flow Meter and Flume

Clear Flume as needed.

Monthly, near the customer payment due date, deliver a Friendly Reminder to the houses payment has not been received, usually 60 to 90 homes per month.

Visit customers when requested and as a courtesy to collect their payment.

Beginning of a Month, end of a Month, and during the Month, always looking for people moving in or out of the Linville Hills and Madera Village Sub Divisions.

FIELD SERVICES

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For the services provided in these sub divisions, ~~since January 1, 2015~~, mostly during normal working hours – as the situation arises, although, some of the services will occur on weekends and after hours, an agreed upon rate of \$800.00 per month is due on or before the 10th day of the following month. Either party may terminate this contract with a 30 day written notice.

WAT
JAT

NOTE: VEHICLE COST AND EXPENSES ARE THE RESPONSIBILITY OF THE FACILITIES MANAGER.

MOORE SEWER, INC

By: *[Signature]*
It's Shareholder

03/28/18

JANET T LLC

By: *[Signature]*
It's Sole Member

03/28/18

ROOM RENTAL AGREEMENT

MOORE SEWER, INC, henceforth known as "Tenant," and WILLIAM G TEICHMAN AND JANET A TEICHMAN, henceforth known as Landlord," agree to the following as conditions for the Tenant renting a room in the Landlord's house at 110 Milliken Rd., Spartanburg, SC 29303.

1. The Basics

Tenant agrees to rent one room, fully furnished and equipped as an office, in Landlord's house, beginning on January 1, 2016. Tenant will be signing a month-to-month lease. Tenant will owe rent monthly. No security deposits will be required.

2. RENT

Tenant will pay \$745.50 in rent every month, due on or before the tenth day of the month. Landlord will have the option to increase the rent amount after twelve (12) months. Tenant will be given a minimum of thirty (30) days notice of any scheduled increase in the rent amount.

3. UTILITIES

Tenant will be responsible for their phone charges, and 10% of the Piedmont Natural Gas, 20% of the Duke Energy, and 20% of the Spartanburg Water bills. Landlord will be responsible for the trash removal, internet, and security system charges.

4. RULES

Tenant will have use of other facilities in the house as needed, including but not limited to, the bathroom and the kitchen. Tenant will be responsible for improvements or repairs specifically related to the one room being rented. Any or all repairs benefitting other areas of the house will be the responsibility of the Landlord. No smoking will be allowed in the rented room or any other areas being used in the house.

5. DISPUTES

Tenant and Landlord agree to attempt to settle any disputes between them on their own. If Tenant and Landlord are unable to reach an agreement with regard to any dispute, Tenant will agree to leave within 30 days.

6. TERMINATION OF AGREEMENT

This agreement may be terminated by either party with a notice of thirty (30) days, provided that Tenant has made all rent payments owed to Landlord prior to notice being given. Tenant and Landlord agree that this lease is subject to the laws and regulations of the state of South Carolina.

ROOM RENTAL AGREEMENT

P.2

MOORE SEWER, INC.

Tenant Name

Date: 03/28/18

William G Teichman

Landlord Name

Date: 03/28/18

JANET A TEICHMAN

Landlord Name

Date: 03/28/18

William G Teichman

Tenant Signature

William G Teichman

Landlord Signature

Janet A Teichman

Landlord Signature

STORAGE ROOM RENTAL AGREEMENT

MOORE SEWER, INC, henceforth known as "Tenant," and WILLIAM G TEICHMAN AND JANET A TEICHMAN, henceforth known as Landlord," agree to the following as conditions for the Tenant renting a room to store company records, etc., near the Landlord's house at 110 Milliken Rd., Spartanburg, SC 29303.

1. The Basics

Tenant agrees to rent one storage room, fully furnished and equipped to store records and non motorized equipment, in Landlord's storage building, ~~beginning on January 1, 2016~~. Tenant will be signing a month-to-month lease. Tenant will owe rent monthly. No security deposits will be required. X
JRT

2. RENT

Tenant will pay \$532.00 in rent every month, due on or before the tenth day of the month. Landlord will have the option to increase the rent amount after twelve (12) months. Tenant will be given a minimum of thirty (30) days notice of any scheduled increase in the rent amount.

3. UTILITIES

Tenant will be responsible for 10% of the Piedmont Natural Gas , and 20% of the Duke Energy bills, as this facility contains a heating and cooling system. Landlord will be responsible for the trash removal, and 90% of the Piedmont Natural Gas, and 80% of the Duke Energy charges.

4. RULES

Tenant will have a key with the ability to gain access 7/24. Tenant will be responsible for improvements or repairs specifically related to the one room being rented. Any or all repairs benefitting other areas of the storage building will be the responsibility of the Landlord. No smoking will be allowed in the rented room.

5. DISPUTES

Tenant and Landlord agree to attempt to settle any disputes between them on their own. If Tenant and Landlord are unable to reach an agreement with regard to any dispute, Tenant will agree to leave within 30 days.

6. TERMINATION OF AGREEMENT

This agreement may be terminated by either party with a notice of thirty (30) days, provided that Tenant has made all rent payments owed to Landlord prior to notice being given. Tenant and Landlord agree that this lease is subject to the laws and regulations of the state of South Carolina.

STORAGE ROOM RENTAL AGREEMENT

P.2

MOORE SEWER, INC

Tenant Name

Date: 03/28/18

William G Teichman

William G Teichman

Landlord Name

Date: 03/28/18

JANET A TEICHMAN

Janet A Teichman

Landlord Name

Date: 03/28/18

William G Teichman

Shareholder of Moore Sewer, Inc.

William G Teichman

William G Teichman

Landlord Name

Janet A Teichman

Janet A Teichman

Landlord Name

CONTINUATION AND UPDATED CONTRACT

This is a contract between Mr. Rashmin Patel of SAI MART and the Facilities Manager of Moore Sewer, Inc., Janet Teichman.

This service agreement began July 2015 and was a continuation of the June 2008 contract between Mr. William G. Teichman of Moore Sewer, Inc. and Mr. Anil Patel of Harsh Mart.

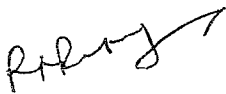
This service consists of collection of Moore Sewer, Inc. payments. Payments are to be in the form of a money order. Payments are to be received at Mr. Patel's ABC Store, where customers are provided a receipt.

Payments may be held at the SAI MART convenience store, receipts will be written in Mr. Patel's ABC Store and the Moore Sewer, Inc. Facilities Manager will mail the customer receipt with the customer billing.


Moore Sewer, Inc. Facilities Manager, Janet Teichman and/or her husband Mr. William Teichman will collect payments mostly daily at Mr. Patel's ABC Store.

The agreed upon five percent of collections will be paid by Moore Sewer, Inc. by the 5th day of the following month.

This contract may be terminated by either party with a 30 day written notice.



Mr. Rashmin Patel
SAI MART



Mrs. Janet Teichman
Moore Sewer, Inc.

CONTRACT

This is a contract between Mr William G Teichman, of Moore Sewer, Inc., and Mr Anil Patel, of Harsh Mart. This service agreement began at the end of June 2008.

This service consists of collection of Moore Sewer Inc. payments and providing the payors with a receipt.

Payments are to be in the form of a money order.

Payments are to be received, at Mr Patel's ABC Store, between 10 AM and 5 PM Monday through Friday.*

Moore Sewer, Inc., owner William G Teichman* / or Mr Teichman's wife Janet A Teichman will collect payments from Mr Patel at the ABC Store on Saturday morning after 10 AM.

On the last Saturday of every month, or shortly after, the agreed upon five percent of collection will be paid to Mr ANIL PATEL by MOORE

SEWER INC.

* See receipt of payment and phone call 8645823335 to anyone who paid.

Wm Teichman
MOORE SEWER.

This contract may be terminated by either party without notice.

1-29-08

BEFORE
THE PUBLIC SERVICE COMMISSION OF
SOUTH CAROLINA
DOCKET NO. 2016-384-S

IN RE:)
)
Application of Moore Sewer, Incorporated for) **CERTIFICATE OF SERVICE**
Adjustment of Rates and Charges and)
Modification to Certain Terms and Conditions)
for the Provision of Collection-Only Sewer
Service

This is to certify that I have caused to be served this day, one (1) copy of Letter to Jocelyn Boyd Enclosing Late-Filed Hearing Exhibit Five by placing a copy of same in the care and custody of the United States Postal Service (unless otherwise specified), with proper first-class postage affixed hereto and addressed as follows:

VIA ELECTRONIC MAIL SERVICE

Jenny Pittman, Esq.
Office of Regulatory Staff
Legal Department
jpittman@regstaff.sc.gov

s/ John J. Pringle, Jr.
John J. Pringle, Jr.

May 31, 2018
Columbia, South Carolina